

Amended and Posted by City Clerk: April 28, 2020 @9:53 am

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the City of Westfield **Franklin Avenue School Building Committee** will be conducted via remote participation. Specific information can be found on the City of Westfield website at [www.cityofwestfield.org](http://www.cityofwestfield.org). For this meeting, members of the public who wish to listen to the meeting may do so by tuning into Channel 12 or online at Westfield Community Programming YouTube channel. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the City's website an audio recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.



Westfield Public Schools  
94 North Elm Street, Suite 101  
Westfield, MA 01085

April 17, 2020

**TO: School Building Committee Members**

Donald J. Humason Jr., Mayor  
Stefan Czaprowski, Superintendent of Schools  
Stacy Burgess, Principal of Abner Gibbs  
Chris Carey, Community Rep  
Ray Diaz, School Committee  
Ralph Figy, City Councilor  
Bryan Forrette, Facilities Director  
Shelly Hazlett, Parent Representative  
Bridget Matthews-Kane, City Councilor  
Bill Parks, Community Representative  
Ron Rix, Chief Financial Officer  
Brian Sullivan, Community Representative  
Cindy Sullivan, School Committee  
Tammy Tefft, Chief Procurement Officer  
Chris Tolpa, Principal of Franklin Avenue  
Lisa Wengert, Parent Representative

A meeting of the School Building Committee will be held on Tuesday, April 28, 2020 at 7:00 pm. The meeting will be held in the City Council Chambers at City Hall, 59 Court Street, Westfield, MA. (Due to current health department restrictions, the meeting will be held through remote participation).

**AGENDA**

1. Call the meeting to order
2. Audio recording or video recording of meeting
3. Approval of the February 26, 2020 School Building Committee meeting minutes
4. Introduction of the Owners Project Manager Team
5. Next steps in the MSBA process
6. Approval of the Designer RFQ
7. Short term schedule (approximate) for Feasibility Process (PDP, PSR, and MSBA)
8. Discussion of meeting times and process during COVID-19 and Post COVID-19
9. Adjourn

Mayor Donald Humason, Chair  
School Building Committee

DH/cm

After notifying the Chair of the Committee, any person may make a video or audio recording of an open session of a meeting of the committee or may transmit the meeting through any medium, subject to reasonable requirements of the Chair as to the number, placement, and operation of equipment used so as not to interfere with the conduct of the meeting. At the beginning of the meeting, the Chair shall inform other attendees of any such recordings.